

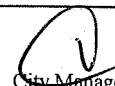



Report to the Auburn City Council

Action Item

9

Agenda Item No.


City Manager's Approval

To:	Mayor and City Council Members
From:	Reg Murray, Senior Planner 
Date:	March 10, 2014
Subject:	Planning Commission - Priorities Review (2014); Historic Design Review Commission - Priorities Review and Operations & Procedures Review (2014)

The Issue

Informational item only.

Conclusions and Recommendations

No action is required.

Background

The Auburn City Council passed a resolution in 2007 directing the Planning Commission to meet annually to identify and discuss planning issues which they believe are pertinent to the City of Auburn and make recommendations to City Council regarding those issues. While Council's direction did not include the Historic Design Review Commission (HDRC), the HDRC has been afforded the same opportunity to discuss issues related to their interests. The priority issues discussed by both commissions are summarized below.

To assist each commission in their discussion of planning issues and priorities, staff prepared the 2014 Special Projects List (Attachment 1). This list reflects the planning issues the Community Development Department anticipates working on in the coming year and has also been updated with the priority items identified by each commission. Notable items from the list include:

- General Plan Update – The CDD anticipates seeking direction from the City Council in the near future with respect to a proposal to initiate an update of the Auburn General Plan (excluding the recently adopted Housing Element). If Council directs staff to proceed with the General Plan update, staff's priority will be completion of the update.
- Geodatabase and Mapping Update – In coordination with the General Plan update, staff also anticipates a proposal for Council consideration to establish a new digital database that would be used to update City maps, including the General Plan land use map and the City zoning map.

- FEP/GP Fee Schedule – Prior to the General Plan update, staff anticipates drafting proposals for City Council consideration that would: 1) establish a General Plan fee; and 2) amend the current city facilities (FEP) fee.
- 2013-2021 Housing Element Implementation – The recently-adopted Housing Element commits the City to implement a couple programs within the next year, including development of an outreach program with the Alta California Regional Center (which coordinates housing and services available to persons with developmental disabilities) as well as an ordinance for transitional and supportive housing.
- HOME Grant – Staff anticipates that the California Department of Housing and Community Development (HCD) will release a Notice of Funding Availability (NOFA) later this year for 2014 HOME grants applicable to the First Time Home Buyer (FTHB) and Owner-Occupied Rehabilitation (OOR) programs. If the City chooses to pursue grant funding for these programs, applications would need to be submitted Summer 2014.
- Placer County Airport Land Use Compatibility Plan – Public Works and CDD staff are currently participating in the preparation of the Placer County Airport Land Use Compatibility Plan by the Placer County Transportation Planning Agency.
- Parking Management – CDD staff will continue to coordinate with the Old Town and Downtown business associations to implement additional parking management steps (e.g. 2-hr parking, employee parking, signage, etc.).
- Completed Tasks – The list notes the completion of several tasks including the historic resource nomination process; the roadway naming process; the HOME First Time Home Buyers and Owner Occupied Rehabilitation programs; adoption of several ordinances associated with implementation of the 2008 Housing Element (including adoption of the homeless shelter ordinance); and completion of principal planning for the 2013-2021 Housing Element.

Planning Commission – Priorities Review

The Planning Commission conducted their annual review of planning issues and priorities on Tuesday, February 4, 2014. The Commission reviewed their two existing items of interest (hillside development guidelines and landscape guidelines) and discussed priorities for the upcoming year, including the potential for an update to the Auburn General Plan. The Commission recognized that a significant time investment would be required of both staff and the Commission should the City proceed with an update; and as such, decided not to add any new priorities.

If the City Council decides not to pursue the General Plan update, the Commission will meet at a later date to prioritize their review of the two items on their list. The Commission's interest on each issue is to review and understand the City's current standards and to then work with staff in the consideration of new guidelines and standards. The hillside guidelines would involve both grading and development guidelines (emphasizing residential standards); while the landscape guidelines would focus on non-residential standards and include such issues as tree palettes, water efficiency, and LID (low impact development) principles.

Historic Design Review Commission – Priorities Review; Operations & Procedures Review

The HDRC conducted their review of priorities on Tuesday, February 4, 2014. The Commission reviewed their past and current interests as well as the items identified by staff in the Special Projects List (Attachment 1). The HDRC decided to retain their existing items from 2013 (Items 1-3 below) and added two new items of interest (Items 4 and 5 below):

1. HDRC Powers and Duties Review. Over the course of several meetings in 2013, the Commission reviewed their powers and duties pursuant to §159.496 of the Auburn Municipal Code. The Commission recently completed its review and intends to provide the City Council with a presentation about their review, findings, and recommendations in the near future.
2. Amend the sign provisions of the Historic Design Review Guidelines to be consistent with the 2012 Sign Ordinance update.
3. Amend the Historic Design Review Guidelines to include elements from the Auburn Streetscape project.
4. Historic Resource Nomination – The Commission expressed a desire to review the factors affecting the lack of properties being nominated for the Auburn Registry and to consider developing a plan aimed at increasing the number of nominated resources. The Commission would also consider efforts to promote the use of City-sponsored plaques to identify historic resources as well as informal recognition via commendations.
5. Workshops with Interest Groups – The Commission indicated a desire to conduct several workshops with groups that may have interests related to the HDRC. The workshops would be used to obtain a better understanding of the group's interests and how they might relate to historic preservation.

The HDRC also reviewed its operations and procedures, as required by §159.495.(D) of the Auburn Municipal Code, on February 4, 2014. This review provides the Commission with the opportunity to consider how it conducts its business and whether any changes are warranted. After discussion, the Commission made no recommendations for their operations and procedures.

No formal action is required for this item; however, the City Council may elect to provide direction by prioritizing the work items identified by the Planning Commission, the Historic Design Review Commission, and/or staff (Attachment 1).

Attachment:

1. Special Projects List - 2/4/14

COMMUNITY DEVELOPMENT DEPARTMENT - SPECIAL PROJECTS LIST

(2/4/14)

Project	Comments
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PLANNING COMMISSION PRIORITIES	
1	Hillside Development Guidelines* 3/19/13 - Utilizing the Hillside Development guidelines from the Baltimore Ravine Specific Plan, the Commission's interest is to review and develop Citywide grading and development guidelines for hillside development.
2	Landscape Guidelines* 3/19/13 - Commission interest in reviewing the City's existing landscape requirements for development and develop new landscape guidelines, including tree palette, water efficiency (AB1881), and LID principles (Low Impact Development).
* Pending Council's consideration of an update to the General Plan.	
HDRC PRIORITIES	
3	HDRC Powers & Duties 2/19/13 - Review the HDRC's powers and duties pursuant to AMC §159.496 (A) and §159.496(B).
4	Historic Design Review Guidelines 2/19/13 - Amend the Historic Design Review Guidelines for consistency with the 2012 sign ordinance update.
5	Historic Design Review Guidelines 2/7/12 - Amend the Historic Design Review Guidelines to include elements from the Auburn Streetscape project.
6	Historic Resource Nomination 2/4/14 - Review factors affecting historic resource nominations and consider developing a plan to increase the number of nominated resources, promote resource recognition via plaques, and promote informal recognition via commendations.
7	Workshops with Interest Groups 2/4/14 - Invite groups with cross-over interests to the HDRC in order to get a better understanding of that group's interests and how they relate to the HDRC and historic preservation.
* Staff priority	
STAFF PROJECTS	
8	General Plan Update* Potential update of the Auburn General Plan; pending review and authorization by City Council in March 2014.
9	Mapping & Geodatabase Update Create a geodatabase to be used to update the Land Use map and other maps in the Auburn General Plan, as well as the Zoning Map.
10	FEP & General Plan Fee updates* Update the FEP fee and establish a fee towards the update of the General Plan
11	2013 Housing Element Implementation Complete programs from the 2013 Housing Element: 1) Rezone for Transitional Housing and Supportive Housing; 2) Outreach program with Alta.

12	HOME Grants	Apply for the 2014 HOME NOFA for the First Time Homebuyers and Owner-Occupied Rehabilitation Programs.
13	Placer County Airport Land Use Compatibility Plan Update	Placer County Transportation Planning Agency is the Lead Agency for the update. Public Works and CDD staff are members of the Technical Advisory committee.
14	Parking Management	Work with Old Town and Downtown business associations to implement additional parking management steps (e.g. 2-hr parking, employee parking, signage, etc.)
15	New Ordinances	a) Massage Ordinance b) Outdoor Music/Noise c) Park Fee Ordinance update d) Tree Ordinance update e) Water Efficiency/Landscape Ordinance f) Wireless Facilities Ordinance
16	General Plan Implementation	Complete programs from the General Plan
17	Baltimore Ravine Specific Plan (BRSP)	a) Reimbursement agreement b) Improvement plans (bridge & Herdal extension)
18	CDBG Business Loan Program	
Completed Tasks		
19	Historic Resource Nomination	Amended the process to nominate historic resources (Approved 5/13/13)
20	HOME Grants	Administered the HOME First Time Home Buyer program and the HOME Owner Occupied Rehabilitation program; HOME contract expired 7/31/13
21	Roadway Naming	Established a process for the naming of roadways (Approved 9/9/13)
22	2008 Housing Element Implementation	Completed programs from the 2008-2013 Housing Element; included ordinances for Reasonable Accommodation, Residential Care Facilities, and Single Resident Occupancy units. Also included ordinance amendment and rezone for Emergency Shelters.
23	2013-2021 Housing Element Update	Processed update of the Auburn Housing Element. January 2014 - Commission review; February 2014 - Council adoption.
24	CDBG	Adopted update of CDBG Program Income Reuse Plan and Business Assistance Loan Program Guidelines (March 2013)
25	Economic Development	Auburn Foothills Franchise Conference (May 2013)
26	Annexation	Completion of Meyers Annexation tax sharing agreement (Sept 2013)

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